

# California State Parks Oceano Dunes Junior Lifeguards



## Parent Handbook 2017

# “What parents NEED to know”

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## **2017 PROGRAM DATES**

**Session I:** TBA

**Session II:** TBA

Grand Avenue, Oceano, 93445

## **PROGRAM LOCATIONS**

Pismo State Beach, Grand Avenue entrance. Just before you get to the kiosk, turn right into the parking lot by “Fins” restaurant (If you drove onto the beach, you went too far). Look for signs directing you into Fins lot from Highway 1 and on Grand Ave.

## **CONTACT INFORMATION**

### **PHONE NUMBERS & EMAILS**

Junior Lifeguard Office: (805) 473-7248

Fax: (805) 473-7229

Email: Kaitlyn.Tolin@parks.ca.gov

All Emergencies: 911

### **MAILING ADDRESS**

Pismo State Beach/Oceano Dunes Junior Lifeguards  
CA State Parks, Oceano Dunes District  
928 Pacific Blvd. Oceano, CA 93445

### **DISTRICT OFFICE**

340 James Way, Ste. 270  
Pismo Beach, CA

### **INTERNET ACCESS**

Website: <http://ohv.parks.ca.gov/OceanoDunes> JG

## **MISSION STATEMENT**

The mission of the Oceano Dunes Junior Lifeguard program is to provide high quality aquatic safety education.

The Junior Lifeguard program introduces young people to safe aquatic recreational opportunities. The program is designed to improve young people's physical conditioning and understanding of the environment while gaining respect for themselves and others.

This mission is accomplished with activities such as: Open water swimming, paddle boarding, body surfing, surfing, sailing, kayaking, snorkeling, self-rescue, etc. Knowledge and respect for the environment is gained through lecture about pertinent aquatic topics. Respect for themselves is gained through goal setting, personal progress and accomplishments. Respect for others is achieved by working with other youths in a team-building environment.

Further, the mission of the Oceano Dunes Junior Lifeguard program embraces opportunities for community involvement and partnerships. This mission includes seizing opportunities to introduce non-traditional user groups to the wonders of the ocean.

## **PROGRAM HOURS and RESPONSIBILITIES**

The program runs Monday through Friday, 10am-2pm. Exceptions to normal program hours will be announced for field trips and other special events (usually on Fridays). Information on field trips will be emailed and handed out separately, most Fridays are competition days held at another beach up or down the coast (ie. Santa Barbara, Carpinteria etc.). These days typically go from 6:30 am - 5:30 pm (including drive time).

It is the sole responsibility of each Parent or Guardian to ensure safe travel for their child to and from the Junior Lifeguard program. California State Parks and the Junior Lifeguard program are not responsible for students outside of scheduled program hours.

Parents are responsible for their children immediately prior to and immediately following scheduled program hours.

Parents are expected to be prompt when dropping off and picking up their Junior Lifeguards. Please remind your child to be ready with all of their gear before being picked up at 2 p.m.

If your child is riding our professionally hired bus to and from the Santa Maria area to participate in the JG program, the bus company assumes full responsibility for the safety of your child while on the bus. Again, we are only responsible for your child while actually within the program hours.

Parents are strongly encouraged to carpool. The JG program does not coordinate parent carpooling, but lists are made available for your convenience.

\*Note: All traffic and parking regulations are strictly enforced by local law enforcement. Do not double-park, leave your car unattended in a loading zone, park in a red zone, etc.

## **INSTRUCTORS**

The Junior Lifeguard program is taught by professional California State Park Lifeguards. The lifeguards have extensive experience and training in: surf and ocean rescue, beach safety, First Aid, and CPR. Instructors also have teaching and interpretation experience with children. Guest lecturers are experts who share their knowledge and experiences with the children. Safety, education, and enjoyment are our primary objectives.

There will be a minimum of 2 Instructors to every 15 Junior Lifeguards. This supervision ratio exceeds California's standard level of 1 paid instructor to 20 students. We also have Junior Lifeguard Assistants (older and more water-experienced juvenile volunteers) with us as well. Returning experienced JG's are encouraged to become cadets to aid the program or tryout as State Park Lifeguards!

## **JUNIOR LIFEGUARD CHAIN of COMMAND**

Kevin Pearce	District Superintendent / Park Manager / Chief Ranger
Michael Cueto	State Parks Peace Officer Lifeguard
Kaitlyn Tolin	JG Coordinator / Seasonal Lifeguard II
Various	JG Assistants / Juvenile Volunteers / JG Cadets

## **ENROLLMENT**

Program enrollment operates on a first-come, first-served basis. Applications are not accepted after the program start date. Your child is not enrolled until our office receives: 1) A completed and signed application 2) The Release of Liability form and, 3) The full tuition payment. Payment and application sign ups can be turned into the District Office Monday - Friday 9:00 am - 5:00 pm, or any of the tryout swims. Enrollment is limited based on the number of full time instructors and a 15:1 student instructor ratio.

## **TRYOUTS**

The Junior Lifeguard program is not a learn-to-swim school. All students will be put into dynamic ocean waters. Therefore, prospective students are screened (by tryout) prior to admittance into the program to determine if they have the minimum skills needed to

benefit from and safely enjoy our program. The tryout Instructor has the final say in determining if your child is approved for the program. This determination is based on successful completion of the tryout test and your child's degree of comfort in the water.

### **The Tryout consists of:**

Swim 100 yards continuously using the freestyle stroke, in under 2 minutes

Swim 10 yards underwater

Tread water for 3 minutes

\* Please understand that a child may physically complete all phases of testing and still not be accepted into the JG program. This is done for the safety of the child and other participants, and the success of the program.

A parent or guardian must be on-site for their child's tryout. A Tryout Waiver must be completed, signed, and initialed by the Instructor present.

During tryouts, students should have a bathing suit, a towel and be ready to swim. Yes, the pool is heated! ☺ If a student does not attend or pass the tryouts, that student will not be admitted into the program. Tuition fees will be collected only after your child passes the tryout and is enrolled in the program. In the event that your child does not pass the tryout, they will have the option to attend our Bootcamp in an effort to better their technique and strength in preparation for another tryout. See below for Bootcamp info.

### **TRYOUTS**

Location: Paul Nelson Swim Center (Santa Maria, CA)  
Saturday & Sunday, **April 8th & 9th** 1:30 - 3:30 pm  
Saturday & Sunday, **April 15th & 16th** 1:30 - 3:30 pm  
Saturday **April 29th** 1:30 - 3:30 pm

Location: Kennedy Club Fitness (Arroyo Grande, CA)  
TBA

### **BOOTCAMP**

Location: Paul Nelson Swim Center (Santa Maria, CA)  
Saturday & Sunday, **April 8th & 9th** 1:30 - 3:30 pm  
Saturday & Sunday, **April 15th & 16th** 1:30 - 3:30 pm  
Saturday **April 29th** 1:30 - 3:30 pm

Bootcamp will consist of swim techniques, calisthenics and stretching practices for all skill levels and all program ages (9-17 years). We will work on guiding students towards

safe workout practices to better them on their way to swimming safely in the ocean. These will consist of pool workouts with stroke technique and games, land based workouts with core, leg, and arm work. These workouts will vary with age and ability.

Bootcamp Pricing: **\$80**/student 5 sessions, **\$60** for siblings. Prorated pricing available.

All returning Junior Lifeguards will not have to retake the tryout test; however, they can still attend the Bootcamp!

## **ATTENDANCE**

Roll call is taken twice daily at a minimum; once at the start of the day, and once at the end of the day. If you know ahead of time that your child will not be present at any certain day/time, please call ahead and let us know in order to avoid confusion. Regular attendance is highly encouraged and will allow students to fully benefit from the program.

## **PARTICIPATION IN ACTIVITIES**

STUDENTS ARE REQUIRED TO PARTICIPATE IN ALL REGULAR PROGRAM ACTIVITIES. Parents should be aware that rigorous physical exercise and ocean swims are a major part of the program. Student refusal to participate in activities may result in the loss of free time at the end of that day. Student refusal to participate in activities again, may result in removal from the program. If a student is unable to participate in a certain activity(s), the parent or guardian should submit a note to one of the instructors upon arrival stating the activity(s) of concern. If your child is sick or for some other reason cannot take part in all activities, they should stay home until they are able to resume participation.

Successful performance in some activities may depend on the student's age, size, strength, ability, confidence level, and ocean conditions present. For instance, on some occasions, younger or smaller students may not have the same opportunities to utilize the paddleboards, which may require more body weight and strength in certain conditions.

## **AGE REQUIREMENTS**

The age requirement for Junior Lifeguards is **9-17**. Students will often be divided into three skill groups based on: Age, size, strength, ability, and confidence. Generally, C-group is ages 9-11, B-group is ages 12-13, and A-group is ages 14-17. However if a student shows physical and mental maturity and would like to join the next group up they can try a few days and see if they would like to stay there. Skill groups allow for more personalized instruction and better student success.

## **WETSUITS**

The ocean water is cold. Average water temperature in summer is between 55°- 58° F. Full and form fitting wetsuits are highly recommended. A good wetsuit is essential for your child to enjoy the activities, be comfortable, and have fun. *WETSUITS ARE NOT PROVIDED.*

The ODJG program can **loan** wetsuits that have been donated by the local community (on a first come first serve basis, as well as available sizing), however the student must take over proper care until returned to the ODJG program. Taking care of a wetsuit means rinsing them off with cool hose or shower water inside/out after each use and letting them dry in the shade. Several surf shops in the surrounding areas have good prices and selections on new and used wetsuits. Ask about Junior Lifeguard Discounts! Some surf shops will even help resell your child's used wetsuits. We recommend a new and properly fitted, 4mm/3mm full suit which can cost \$100-\$300 retail. O'Neill, Rip Curl and Body Glove are just a few of the top name brands. Booties and rash guards are not necessary; but earplugs and hoods can be recommended for extra warmth and to prevent possible ear infections.

## **UNIFORMS**

Students are required to wear the JG uniform at all times for safety, team camaraderie, and to distinguish them from other children who aren't in the program. Failure to wear the appropriate JG uniform will initiate the disciplinary process (described below). Please write your child's name on all uniform and equipment items, and encourage them to look after their belongings. If lost items are found by instructors, students will "earn" them back with push-ups. Students must wear full uniform to all competition days.

Uniforms are available during the tryout swims (usually) and the first week of the program.

### **Student's required uniform**

Boys: Navy blue swim trunks, white JG t-shirt and navy blue jammers or speedo.  
Girls: Navy blue swim trunks and one-piece swimsuit, white JG t-shirt and navy blue one or two piece swim suit.

Note: One white JG t-shirt, one navy blue pair of swim trunks, one navy blue sweatshirt is included in the program fees, navy blue swim suits must be purchased elsewhere.

## **INSTRUCTOR UNIFORMS**

JG Instructors are distinguished (from assistants and students) via the official State Park uniform, which looks different from the students, has all dark blue (or red trunks) and has official patches and emblems.



## **JUNIOR LIFEGUARD CADETS**

We are looking for responsible young adults 15 years of age or older who would like to participate in the Junior Lifeguard volunteer cadet program (younger cadets may be approved by program coordinator). Previous Junior Lifeguard experience, strong ocean swimming skills, and maturity are required. Junior Lifeguard volunteer assistants help the instructors with various tasks from **10:00 a.m. to 2:00 p.m., Mon - Fri**. The cadets learn lifeguard-specific job skills and receive introductory lifeguard training. Assistant experience has successfully prepared young people for future lifeguard employment. Interested candidates should call the Junior Lifeguard office as soon as possible. Cadets must try out and attend training. Please email [Kaitlyn.Tolin@parks.ca.gov](mailto:Kaitlyn.Tolin@parks.ca.gov) for more info!

## **2017 PROGRAM FEES**

**\$220** per student/per session. **\$200** for each additional student in the family.

Reduced rates possible if your child cannot attend the full session, however you will need to contact our district office or the JG coordinator for arrangement. See contacts for email addresses and phone numbers.

Tuition fees help pay for: JG t-shirt, field trip expenses, equipment use, lecturers, instruction, beach activities, JG patch, instructor expenses, certificate of completion (to be given at the end of the program), stickers, and more!

Make all checks or money orders payable to:  
CA State Parks

\* The Junior Lifeguard program does maintain the ability to process cash and credit cards as well. If you would like to pay with a credit card, that can be accommodated at our district headquarters at **340 James Way Suite, 270 Pismo Beach, CA 93449**. For questions regarding directions or payment, please contact the office at 805-773-7170.

## **NO REFUND POLICY**

Refunds will **ONLY** be granted in the following two situations:

1. Student is significantly injured while participating in the JG program, and the injury is enough to prevent their future active participation. The injury must be substantiated with a Physician's written note on professional letterhead (signed and dated). Refunds will be pro-rated from injury date, to last day of the JG session. Refunds may take 6-8 weeks for the State Controller's Office to process.
2. At the discretion of program administration, an unforeseen event or emergency that prevents the student from attendance.

There are no refunds (pro-rated or otherwise) for any student suspended (1 to 3 days) or expelled from the program for disciplinary reasons.

## **DISCIPLINE**

For participant and Program success, students must exhibit behavior that is respectful of staff, other students, visiting public, and equipment. Disruptive behavior diminishes the enjoyment, learning, success of other students and goals of the program. Discipline is handled promptly and appropriately. The intent of discipline is to gain compliance, reinforce program standards, and to use the incident as a teachable moment in helping the students to achieve future positive outcomes.

### **Expected Behaviors:**

Respect of all persons; no shoving, hitting, insulting, or inappropriate physical contact of any nature

Respect of the facilities, equipment and property of others

Cooperation with others and good sportsmanship

Follow all safety rules and all instructions

Listening quietly to directions and announcements

Active participation in regular program activities

### **MINOR Incidents**

Minor discipline incidents, whether they are a single incident, or a series of repeated events, may be handled by numbers 1-5 below.

### **MAJOR Incidents**

Major discipline incidents may immediately proceed to numbers 4 or 5 below without warning. Examples of major incidents include:

Truancy

Insubordination

Fighting with anyone

Unlawful or non-consensual touching of another

Stealing property of another

Vandalism to equipment or facilities

Any conduct which brings disrespect to the Junior Lifeguard program or California State Parks

### **Steps of progressive of discipline:**

When a minor discipline situation occurs, the student will be counseled about the situation and given an explanation of what expected behavior change is.

If a subsequent incident occurs, the student will be asked to take a "take a lap." This is a supervised swim or run of reasonable distance. Afterward, the student will be counseled, and then allowed to rejoin group activities.

If a student has a series of discipline situations in the same day or over several days, the lead instructor will inform the student's parent or guardian about the situation and discuss the matter together.

When a student continually disregards the instructor or shows little (or no) improvement with steps 1 thru 3, the student will be suspended from the program for one to three days. The parent or guardian will be promptly informed of the suspension. There will be no pro-rated refund of fees.

If after return from a suspension, the student's behavior is still not acceptable, the student will be expelled for the remainder of the program. Expulsions may also occur without warning if the incident is serious in nature; even for one-time occurrences. The parent or guardian will be promptly informed of the expulsion. There will be no refund of fees.

## **TUITION ASSISTANCE & SCHOLARSHIPS**

A limited amount of tuition assistance and scholarship help is available. If your child, or the child of someone you know, cannot participate in the Junior Lifeguard program without tuition assistance, please fill out a tuition assistance application. The application can be found on our website at <http://ohv.parks.ca.gov/OceanoDunes> JG.

Tuition assistance and scholarships operate on a first-come/first-served basis during regular enrollment periods and is limited. Qualifying applicants must meet listed guidelines.

## **DONATIONS**

The California State Parks enjoys providing the finest of Junior Lifeguard programs. As we grow, support is needed for field trips, equipment, and tuition assistance for deserving children in our community. If you or your business is interested in making a tax-deductible donation, please contact us at (805) 473-7248. We are a 503c registered organization.

## **JUNIOR LIFEGUARD DAILY REQUIREMENTS**

All Junior Lifeguards must report to their group lines on the beach at 10 am SHARP and must leave the beach at 2 pm SHARP. Parents and guardians are responsible for their children before and after the program. Instructors leave the beach at 2 p.m., and are not responsible for your child after that time.

**Note:** Field trip days may have different reporting times and locations. Field trip instructions will be handed out separately.

Students should bring the following items to the beach every day:

Positive & enthusiastic attitude	essential
Wear full uniform (JG t-shirt & navy blue trunks/swimsuit)	required
Warm clothing/towel (sweatshirt & sweat pants)	required
Wetsuit (full suit and hood)	required
Sun protection (sunscreen, hat, etc.)	required
Foot protection (sandals, shoes, booties, etc.)	required
Food (sack lunch and lots of drinking water)	required
Lunch box/bag (! seagulls steal loose food!)	required
Backpack (to keep all your stuff together)	recommended
Boogie board, fins, etc.	optional
Hard surfboards	must ask instructor

\*\* The Junior Lifeguard program is not responsible for any lost or stolen items \*\*

**ROLL CALL** 10:00 – 10:15 a.m.

roll call, announcements, notes from parents, remove beach hazards, sunscreen application, etc.

**CALISTHENICS** 10:15 – 11:00 a.m.

stretching, warm-ups, sit-ups, push-ups, jumping-jacks, beach runs

**ACTIVITIES** 11:00 – 12:00 p.m.

buoy swims, CPR and First Aid instruction, rescue techniques, marine education, etc.

**LUNCH** 12:00 p.m. – 12:30 p.m.

bring your own lunch to eat on the beach

**RECREATION** 12:30 – 1:40 p.m.

ocean recreation, beach games, etc.

**CLEAN UP** 1:40 – 1:55 p.m.

pick up all trash and all personal belongings, help clean and put away all JG equipment to leave beach cleaner than how we found it!

**ROLL CALL** 1:55 – 2:00 p.m.

**JUNIOR LIFEGUARD DAILY ITINERARY**

The schedule is tentative and subject to change on a daily basis due to weather or ocean conditions. When the surf is large, it may be necessary to move (we jog) the down the beach to a safer area, or find alternate land-based activities.

**DAILY LECTURE SCHEDULE & FIELD TRIP INSTRUCTIONS**

If a daily lecture/field trip is scheduled, information will be handed out separately. Please read it carefully as the location of our program changes on field trip days. Any changes will be accompanied by a handout and email several days prior to the change.

## **STUDENT STORE ITEMS FOR 501c3 OCEANO LIFEGUARD ASSOCIATION**

Extra white t-shirts with JG logo (adult sizes S, M, L, XL)

\$10

Navy blue sweatpants with JG logo (youth M, L)

\$20

Navy blue hooded sweatshirt with JG logo (youth L & adult S, M, L, XL)

\$20

Navy blue surf trunks (unisex)

(youth L & adult S, M, L, XL)

\$15

The Junior Lifeguard required uniform is the white t-shirt with the Junior Lifeguard logo (included with entrance fees) and a navy blue swimsuit. Navy blue sweatpants and sweatshirts are recommended for warmth on cold mornings. For your benefit, we only sell high quality merchandise at or near wholesale prices. Tax is included in the price and any proceeds go directly back into the Junior Lifeguard program.

Please understand that it is not possible to purchase uniform items on the beach during program hours. Your child's safety is our primary concern and we cannot remove a lifeguard from the beach to assist with store purchases.

Merchandise can be purchased by contacting the Program Coordinator. We only accept personal checks, cashier's checks, or money orders. In the memo section of your check, please indicate what you are purchasing.

## **SPECIAL ACCOMMODATIONS**

Prospective students desiring special accommodations or services under the Americans with Disabilities Act must notify the program supervisor at least **60** days prior to the start of the program, or as soon as reasonably possible. Given the fact that the program is held in natural ocean conditions, some accommodations may not be possible. However, please call us so we may discuss your needs.

## **BEACH WHEELCHAIR**

In order to better serve all members of the public who wish to participate in activities at the Pismo State beach and Oceano Dunes, all-terrain "beach wheelchairs" are available to lend to visitors. The wheelchairs have been specifically designed to be pushed across sand and along the water's edge in order to serve those who seek coastal access but are limited by injury or permanent disability. It features large balloon tires and a stainless steel frame for durability.

The beach wheelchairs are stored for use at The Pier Ave. kiosk and the Grand Ave kiosk. Reservations to use the beach wheelchairs must be made at the kiosks and are held on a first come, first served basis.

## **NOTICE OF NONDISCRIMINATION POLICY**

The California State Junior Lifeguard Program admits all students, regardless of race, religion, color, ancestry, and national or ethnic origin into the program, and extends all rights and privileges contained therein to any student.

## **COMMENTS & SUGGESTIONS**

Your comments, suggestions, input, and ideas about the program are welcomed and greatly appreciated. Please let us know how we may improve our service.

## **FINALLY**

If your child comes home happy, cleans his room, takes out the trash, and then asks you “Mom/dad is there anything else I can do?” Well..., we just don’t want you to be shocked. 😊

We hope your family had an enjoyable time with the Oceano Dunes JG Program.

Respectfully,

The Oceano Lifeguard & Junior Lifeguard Staff